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[DATE]

Dear Parent or Guardian:

**Your child's school and school district are participating in a national study** on the training and certification of middle and high school math teachers. The **Study of Secondary Math Teachers from Alternative Routes to Certification** is sponsored by the U.S. Department of Education. Your school and school district have given Mathematica Policy Research, Inc. (MPR) permission to conduct the study. MPR has conducted research that helps to improve the quality of our nation's schools for decades.

We are writing to tell you about the study and to invite your child to be part of the study. While your child will not receive any direct benefit from participating in this study, the study will help your district and school improve the quality of their teachers. Participating in the study poses no risk to your child.

As part of the study, **we will collect information from school records** on your child's state or district math test scores, sex, age, grade level, race, ethnicity, eligibility for free or reduced-price lunch, English language learner status, and special education status. We will not collect school grades.

This study will **help us learn more about how well teachers do their jobs**. Participation in the study is voluntary, and your child can stop participating at any time. If you do not want your child to take part in the study it will not affect the instruction or other services your child receives at school.

**The confidentiality of students, teachers, and schools participating in the study will be protected.** Only the researchers conducting the study will have access to the data that are collected as part of the study. District officials, principals, teachers, and other school staff will not have access to the study data. The data for all schools and classes in the study from this district will be combined when presented.

Again, there are no potential risks to your child. However, if you **do not want** your child's anonymous school records included in the study, please call me, Kathy Sonnenfeld, at Mathematica Policy Research, Inc., (609) 275-2293, or toll-free at (866) 330-9199. I'll need to know your child's name, his or her math teacher's name, the name of the school, and the school's location (city and state). Otherwise, you need not do anything.

Please feel free to contact me with any questions or concerns. Thank you in advance for your help with this important study.

Sincerely,